

MVC ACADEMIC PLANNING COUNCIL MEETING
Dec. 1, 2010, 3:00—4:30 PM
TBA

1. Call to order and Roll Call:

- **Voting Members (Department Chairs or designees) and APC Chair:** Ree Amezquita, Matt Barboza, Gregory Elder, Felipe Galicia, Natalie Hannum, Delores Middleton, Sal Soto
- **Non-voting Members:** James Banks, Fabian Biancardi, Cordell Briggs, Daria Burnett, Olga Dumer, Wolde-ab Isaac, David Kroh, Donna Lesser, Michael McQuead, Rosario Mercado, Kim Metcalfe, James Namekata, Lori-Ogata-Keeler, Jeff Rhyne, Cid Tenpas, Stephen Wagner, Ann Yoshinaga, George Zottos
- **Guests:** Ellen Lipkin

2. Approval of Agenda:

3. Approval of Minutes of 10/27/10:

4. Information Items:

- a. Accreditation
- b. Strategic Planning:
- c. Strategic Enrollment Management:

5. New Business:

Proposal from the Biology Discipline regarding obtaining a variance from the RCCD Course Repetition Policy: Ellen Lipkin

Current Policy: Students may register on WebAdvisor without a Request for Course Repetition unless limits have been reached per the following rules:

Students are limited to a maximum of 5 attempts per course including W's and substandard grades (D, F, NP);

Within those 5 attempts:

- Students are limited to a maximum of 4 W's per course;
- Students are limited to a maximum of 3 attempts that result in a substandard grade (D, F, NP)
- Military Withdrawals (MW) do not count as attempts.

Biology Discipline Proposal: "Two Hit Limit for AMY and MIC" The Biology Discipline and the MSPE Department request that prospective students be limited to two attempts to register for Anatomy & Physiology and Microbiology with a maximum of 1 W or 1 substandard grade preceding the 2nd attempt. Military Withdrawals (MW) would not count as attempts. Students would retain their right to petition for extenuating circumstances. See sample from Santa Monica (next page).

1. **Discussion:**

2. **Action:**

RE-ENROLLMENT IN COURSE AFTER RECEIVING A “W”

Santa Monica College will permit students who enrolled in a course, did not complete the course at the time, and had a W (Withdrawal) recorded in their permanent record as a result, to re-enroll in the course under certain limited conditions.

A student who enrolls in a course for the first time and receives a W may re-enroll in the course one time (i.e., sign up for the course a second time) without the need to request prior permission from a counselor. The W will remain a part of the student’s permanent record, but when the student completes the course, the W will be offset by the new grade the student earns.

If that new grade is an unsatisfactory grade, however, and the student wishes to repeat the course, the student must meet with a counselor and request permission to re-enroll in the course a second time (i.e., sign up for the course a third time). When the student completes the course, the W and the previously earned unsatisfactory grade will be disregarded, and the new grade (A-F, P, NP) the student earns this time will be used to recalculate the student’s GPA.

For any subsequent attempt at re-enrollment due to a student’s being unable to complete the course after a second re-enrollment (i.e., receiving two Ws after signing up three times for the course), a student must have documented evidence of extenuating circumstances—for example, an accident, illness, required military service, or other circumstances beyond the student’s control—and is required to receive approval from the Dean of Counseling and Retention or designee. Please note that if a student receives special authorization to re-enroll more than twice in a course, the student’s most recent grade does not replace any previous Ws earned for the purposes of determining progress probation status.

6. Old Business:

a. Waitlist Caps/Policy Recommendation: Natalie Hannum

1. **Discussion:**

2. **Action:**

b. Program Review Transition Plan: Sal Soto

1. **Discussion:**

2. **Action:**

7. Other:

8. Next Meeting: Spring 2011 Date/Time: TBA

9. Adjournment: